

BCWD – REGULATORY PROGRAM REVIEW FACILITATION

Date	10/02/2024
To / Contact info	BCWD Board of Managers; Karen Kill, District Administrator
From / Contact info	Camilla Correll, PE
Regarding	Rule Revisions Facilitation – EOR Support

Background

At the August 2024 Board meeting, the BCWD Board of Managers approved a scope of work from Beth Carreno to facilitate a review of the District’s Regulatory Program and the need to make revisions to the rules. This scope of work includes two facilitated, in-person workshops with stakeholders and a workshop with the Board of Managers. The goal for this effort is to revisit how the regulatory program is working and explore changes to the rules and/or the permitting process.

This scope of work includes the time it will take for EOR to support the rule revisions facilitation effort.

Scope of Work

The following table describes the role EOR will play in supporting Beth Carreno in stakeholder engagement and in providing updates to the BCWD Board of Managers.

Community Resilience Engagement Tasks	EOR’s Role in Task	Estimated Hours	Estimated Cost
Scoping the Level of Effort and Project Kick-Off Meeting	Participation in a project kick-off meeting with Beth Carreno and District Staff.	5	\$1,135.00
Facilitated Workshop #1	Planning for the 2-hour workshop. Preparing content for meeting (i.e., PowerPoint slides). Attending workshop (includes EOR Permitting Team). Reviewing and providing feedback on meeting summary.	30	\$6,023.60
BCWD Board Workshop	Planning for and developing content for a Workshop with the Board to share findings from Workshop #1 and discuss next steps for the Regulatory Program review process.	7	\$1,542.40
Facilitated Workshop #2	Planning for the 2-hour workshop. Preparing content for meeting (i.e., PowerPoint slides). Attending workshop (includes EOR Permitting Team). Reviewing and providing feedback on meeting summary.	26	\$5,355.60
Totals		68	\$14,056.60

Requested Action

1. Approve this scope of work for EOR’s involvement in the Rule Revisions Facilitation effort in the amount of \$14,056.60 from account number 909-0000.